Healthcare

Steam Operating Procedures

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Matrix Cleaning Systems

SOP1. FLOOR STEAM SCRUBBING

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance, Connect the short steam lance to the extension tube ensuring you lock the clip into position. Connect the extension tubes to the hose handle again ensure all locking clips are connected and locked into position. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Clean around the skirting boards and edges of the room using the steam. Remove the short steam lance from the extension tube being careful as this will be hot!! Fit the floor brush/squeegee insert into the floor brush nozzle; connect the floor brush nozzle to the extension tube ensuring you lock the clip into position. Using steam only, clean no more than 2 square metres at a time, starting from the furthest point of your exit point. Now using the steam and vacuum together, clean over this area to generate a dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

SEE HEALTH & SAFETY ON REVERSE
MATRIX TRAINING & SUPPORT

Matrix Cleaning Systems

Always Think Health & Safety

DO - Read and understand user manual before carrying out any cleaning tasks

DO - Display Safety/Warning signs in the correct places

DO - Lock the steam trigger before changing or connecting accessories

DO - Report any problems or damage to the machine immediately

DO - Maintain the machine in accordance with instruction manual

DO - Use the correct specification of extension lead suitable for the machine

DO - Ensure correct PPE is worn

DO NOT – Use the machine if you are untrained

DO NOT - Use this machine near people, children or animals

DO NOT - Point the steam at other electrical apparatus

DO NOT - Use the machine to clean the machine down

DO NOT - Use on Velvet, satin or leather

DO NOT - Leave this machine unattended whilst connected

DO NOT - Hold or touch the steam outlet. This will be extremely hot.

Matrix Cleaning Systems

SOP2. FLOOR STEAM MOPPING

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the microfbre pad to the floor steam mop head, fit universal adaptor to mop. Connect the steam mop to the steam only extension tube ensuring you lock the clip into position. Connect the extension tubes to the hose handle again ensure all locking clips are connected and locked into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 4. CLEANING Using steam only, work in sections, clean no more than 2 square metres starting from the furthest point of your exit point. Ensure passes overlap, change microfibre pad when required. Ensure all areas have been mopped to achieve a clean dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP3. WALL STEAM MOPPING

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, use extension tubes if carrying out high level cleaning, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 4. CLEANING Using steam only, work in sections, clean no more than 1 square metre at a time, steam clean all vertical surfaces, work from top to bottom Ensure passes overlap, change microfibre pad when required. Ensure all areas have been steam mopped to achieve a clean dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP4. WALL TILE STEAM CLEANING

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position use extension tubes if carrying out high level cleaning. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Clean all tile grouting from top to bottom, working detail brush along the grout line. Work systematically in sections of 1-2 square meters, ensure all grouting is covered. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all tiled surface areas to generate a dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP5. SINK CLEANING

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean and scrub sinks, taps, pipe work and basins – inside and out. Ensure all surfaces are covered, work systematically. Remove the detail brush from short steam lance, being careful as this will be hot!! Direct the short steam lance under tap fittings to blast out dirt. Fit the 50mm Nylon Brush to short lance, place brush over plug hole for 30 seconds to steam sanitise.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP6. FIXTURES AND FITTINGS

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position use extension tubes if carrying out high level cleaning. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean and scrub all fixtures and fittings inside and out here possible. Ensure all surfaces are covered, work systematically. Remove the detail brush from short steam lance, being careful as this will be hot!! Direct the short steam lance into all crevices of fittings to blast out dirt. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all flat surface areas to generate a dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP7. TOILET BOWLS AND URINALS

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING

TOILET BOWL Steam Clean and scrub surface of bowl, seat hinges, and seat. Remove the short steam lance from the hose being careful as this will be hot!! Fit the floor brush/squeegee insert into the floor brush nozzle; connect the floor brush nozzle to the extension tube ensuring you lock the clip into position. Now using the steam and vacuum together, clean over this area to generate a dry and sanitised surface, removing all residue from the surface.

URINAL As above but include cleaning all pipe work with detail nylon brush.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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SOP8. BATHROOM WINDOWS

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position use extension tubes if carrying out high level cleaning. Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean window frame and handle with detail nylon brush, cleaning from top to bottom, pay special attention to the window seal. Work systematically, ensure all surfaces are covered. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, steam clean over all window surface areas to generate a dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP9. BEDSIDE LOCKER

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean all crevices , hinges and other detailed areas. Work systematically, ensure all surfaces are covered. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all locker surface areas to generate a dry and sanitised surface.
HAND STEAM MOP METHOD Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP10. BEDSIDE TABLE

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean all crevices , hinges and other detailed areas. Work systematically, ensure all surfaces are covered. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all surface areas to generate a dry and sanitised surface.
HAND STEAM MOP METHOD Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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Matrix Cleaning Systems

SOP11. BEDSIDE CHAIR

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean all crevices , armrests and other detailed areas. Work systematically, ensure all surfaces are covered. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all surface areas to generate a dry and sanitised surface.
HAND STEAM MOP METHOD Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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DO NOT - Point the steam at other electrical apparatus

DO NOT - Use the machine to clean the machine down

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DO NOT - Leave this machine unattended whilst connected

DO NOT - Hold or touch the steam outlet. This will be extremely hot.

Matrix Cleaning Systems

SOP12. BED MATTRESS

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean mattress zip, remove the short steam lance from the hose, being careful as this will be hot!!
HAND STEAM MOP METHOD Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam. Steam Clean all surfaces, working from top to bottom and ensure passes overlap. Turn mattress over, ensuring it is positioned on a clean surface, repeat the clean as previously carried out. Steam Clean all four sides until all surfaces have been covered.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

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SOP13. BED FRAME

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate. Remove mattress from bed, cover any electrical boxes or controls with water proof protection.

STEP 3. SAFETY

NEVER use steam for cleaning the following electrical bed components:

Actuators, Electrical Cables, Nurse ACP Control Unit Handset, Patient Handset, Control Boxes, Junction Boxes, Under Bed Lighting, Built in Hand Set & Nurse ACP on safety panels, Egress Strips, AES Modules , Insider Mechanism of safety side.

ALWAYS clean the above components using either a dry or damp microfibre cloth.

STEP 4. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam only hose, ensuring you lock the clip in position . Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 5. CLEANING Steam Clean all the tubular frame work of the bed working from left to right. Ensure all surfaces are covered and any passes over lap, remove small detail nylon brushes and fit 50mm brush if necessary for larger frame work, and repeat the clean. Remove all excess moisture using suitable microfibre or paper towel

STEP 6. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

Always Think Health & Safety

DO - Read and understand user manual before carrying out any cleaning tasks

DO - Display Safety/Warning signs in the correct places

DO - Lock the steam trigger before changing or connecting accessories

DO - Report any problems or damage to the machine immediately

DO - Maintain the machine in accordance with instruction manual

DO - Use the correct specification of extension lead suitable for the machine

DO - Ensure correct PPE is worn

DO NOT – Use the machine if you are untrained

DO NOT - Use this machine near people, children or animals

DO NOT - Point the steam at other electrical apparatus

DO NOT - Use the machine to clean the machine down

DO NOT - Use on Velvet, satin or leather

DO NOT - Leave this machine unattended whilst connected

DO NOT - Hold or touch the steam outlet. This will be extremely hot.

Matrix Cleaning Systems

SOP14. BED HEADBOARD

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean all tubular frame work where possible, remove all excess moisture using suitable microfibre of paper towel. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all surface areas to generate a dry and sanitised surface.
HAND STEAM MOP METHOD Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

Always Think Health & Safety

DO - Read and understand user manual before carrying out any cleaning tasks

DO - Display Safety/Warning signs in the correct places

DO - Lock the steam trigger before changing or connecting accessories

DO - Report any problems or damage to the machine immediately

DO - Maintain the machine in accordance with instruction manual

DO - Use the correct specification of extension lead suitable for the machine

DO - Ensure correct PPE is worn

DO NOT – Use the machine if you are untrained

DO NOT - Use this machine near people, children or animals

DO NOT - Point the steam at other electrical apparatus

DO NOT - Use the machine to clean the machine down

DO NOT - Use on Velvet, satin or leather

DO NOT - Leave this machine unattended whilst connected

DO NOT - Hold or touch the steam outlet. This will be extremely hot.

Matrix Cleaning Systems

SOP15. SACK HOLDER (DOMESTIC WASTE)

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean foot pedal, castor wheel and all crevices , hinges and other detailed areas. Work systematically, ensure all surfaces are covered. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the squeegee insert into the suction hand tool; connect to the hose pistol grip. Now using the steam and vacuum together, clean over all flat surface areas to generate a dry and sanitised surface.
HAND STEAM MOP METHOD Fit the microfbre pad to the hand steam mop head, fit universal adaptor to mop. Connect the hand steam mop to the steam only hose, ensuring you lock the clip into position. Fit the steam only hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to low volume steam setting. Press the steam rocker switch on the top of the handle to dispense the steam.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

Always Think Health & Safety

DO - Read and understand user manual before carrying out any cleaning tasks

DO - Display Safety/Warning signs in the correct places

DO - Lock the steam trigger before changing or connecting accessories

DO - Report any problems or damage to the machine immediately

DO - Maintain the machine in accordance with instruction manual

DO - Use the correct specification of extension lead suitable for the machine

DO - Ensure correct PPE is worn

DO NOT – Use the machine if you are untrained

DO NOT - Use this machine near people, children or animals

DO NOT - Point the steam at other electrical apparatus

DO NOT - Use the machine to clean the machine down

DO NOT - Use on Velvet, satin or leather

DO NOT - Leave this machine unattended whilst connected

DO NOT - Hold or touch the steam outlet. This will be extremely hot.

Matrix Cleaning Systems

SOP16. CASTOR WHEELS

STEP 1. PREPARE Ensure protective clothing is worn as advised and your hands are clean and dry. Carry out safety checks on the equipment as instructed in the user manual. Place all warning/safety signs are correctly positioned around the area to be cleaned. Wearing the disposable gloves, remove any large debris and place in the refuse sack.

STEP 2. SETTING UP Set the machine ready for use as per the user manual supplied. Fill/refill the water bottle to the correct level. Ensure the waste vacuum bucket is empty. Open doors and windows in the area to allow the steam to ventilate.

STEP 3. LETS GET STARTED Fit the detail nylon brush to the short steam lance. Connect the short steam lance to the steam and vacuum hose, ensuring you lock the clip in position . Fit the steam and vacuum hose into the front of the machine ensuring the steam flap clips into place. Turn the steam control knob (if applicable) to your desired setting. Press the red steam trigger under the handle to dispense the steam.

STEP 4. CLEANING Steam Clean by agitating the castor wheel with the brush, ensuring all food deposits are removed and the wheel is grease free. Remove the short steam lance from the hose, being careful as this will be hot!! Fit the long detail lance and direct steam around the wheel, bolts and crevices to remove any remaining grease. Remove the long steam lance from the hose being careful as this will be hot!! Fit the floor brush/squeegee insert into the floor brush nozzle; connect the floor brush nozzle to the extension tube ensuring you lock the clip into position. Now using the steam and vacuum together, clean over this area to remove all residue, to generate a dry and sanitised surface.

STEP 5. COMPLETION Use the correct colour coded cloth or paper towel to wipe away any splashes on the skirting boards. Steam clean all equipment that has been used and tidy away, along with safety/warning signs. Dispose of gloves and refuse sack. Wash and dry hands.

Always Think Health & Safety

DO - Read and understand user manual before carrying out any cleaning tasks

DO - Display Safety/Warning signs in the correct places

DO - Lock the steam trigger before changing or connecting accessories

DO - Report any problems or damage to the machine immediately

DO - Maintain the machine in accordance with instruction manual

DO - Use the correct specification of extension lead suitable for the machine

DO - Ensure correct PPE is worn

DO NOT – Use the machine if you are untrained

DO NOT - Use this machine near people, children or animals

DO NOT - Point the steam at other electrical apparatus

DO NOT - Use the machine to clean the machine down

DO NOT - Use on Velvet, satin or leather

DO NOT - Leave this machine unattended whilst connected

DO NOT - Hold or touch the steam outlet. This will be extremely hot.

Matrix Cleaning Systems